



**COUNTY OF LOS ANGELES
PROBATION DEPARTMENT**
9150 EAST IMPERIAL HIGHWAY, CALIFORNIA 90242
(562) 940-2501



ROBERT B. TAYLOR
Chief Probation Officer

May 25, 2006

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

Dear Supervisors:

**APPROVAL OF CONTRACT WITH INSIDEOUT WRITERS INC. TO PROVIDE A
WRITING PROGRAM FOR YOUTH AT PROBATION JUVENILE HALLS UNDER THE
JUVENILE JUSTICE CRIME PREVENTION ACT (JJCPA)**

(3 VOTE, ALL SUPERVISORIAL DISTRICTS)

IT IS RECOMMENDED THAT YOUR BOARD:

1. Approve and instruct the Mayor to sign the attached contract (Attachment I) with InsideOUT Writers Inc., in the amount of \$184,342, fully offset by Juvenile Justice Crime Prevention Act (JJCPA) funds to provide a writing program for youth at Probation juvenile halls for a 12-month period commencing July 1, 2006 through June 30, 2007 with an option to renew for four additional 12-month periods subject to legislative funding.
2. Delegate authority to the Chief Probation Officer to prepare and execute contract amendments to extend the contract for four additional 12-month periods, at an estimated amount of \$184,342 per term, upon approval as to form by County Counsel and subject to the availability of funds.
3. Delegate authority to the Chief Probation Officer to execute modifications to the contract not exceeding 25% of the total contract cost and/or 180 days to the period of performance pursuant to the terms contained therein, upon approval as to form by County Counsel.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTIONS:

The purpose of the recommended actions is to obtain Board approval of a sole source contract with InsideOUT Writers Inc., to provide a writing program for youth 11 to 18 years old who have been found unfit for juvenile court and who are subject to long-term

detention in juvenile halls. The program is designed to improve students' school performance by improving reading and writing skills, teaching students to communicate through writing and speaking rather than through violent means, and using the writings as a means of prevention by sharing the detained juveniles experiences with at-risk youth. The contracted services are consistent with the Comprehensive Multi-Agency Juvenile Justice Plan (Plan) approved by your Board on April 11, 2006, and subsequently authorized by the Corrections Standard Authority (CSA), formerly the Board of Corrections.

Implementation of Strategic Plan Goals

The recommended Board actions are consistent with the Countywide Strategic Plan Service Excellence Goal #1 and Children and Families' Well-Being Goal #5. Implementation of these recommendations will provide services that will be beneficial to probation youth by improving their well-being and promoting self-sufficiency.

FINANCIAL IMPACT/FINANCING:

The total cost for the initial 12-month contract term of July 1, 2006 through June 30, 2007, shall not exceed \$184,342. This program is 100% offset by JJCPA funds. Therefore, no net County cost is required to continue this program. The contract includes provisions for non-appropriation of funds and budget reductions.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS:

The proposed contract is for the initial twelve (12) month period of July 1, 2006 through June 30, 2007, with four one-year extension options. The contract will be extended contingent on continued legislative funding and approval as to form by County Counsel. The scope of work for the contracted services include continuing the InsideOUT Writers Program which provides a creative writing class to high risk offenders housed at Central Juvenile Hall, Barry J. Nidorf Juvenile Hall and Los Padrinos Juvenile Hall.

In accordance with the Department of Human Resources memorandum dated November 16, 1995, this contract has been reviewed in regard to the provisions for hiring displaced County employees. The contractor agrees to give first consideration to hire permanent County employees targeted for layoff, or qualified former County employees who are on a re-employment list after the effective date of this contract and during the life of the contract. The contract also contains County requirements regarding the hiring of participants in the GAIN/GROW program.

The contract includes all County requirements, including non-responsibility and debarment, and the provision of paid jury service time for contractor employees. Probation will not request the contractor to perform services that exceed the Board approved contract amount, scope of work, and/or contract term.

There is no departmental employee relations impact since this a Non-Prop A contract. This contract will not result in a reduction of County services. The Department has evaluated and determined that the Living Wage Program (County Code Chapter 2.201) does not apply to the recommended contract.

In accordance with the Chief Administrative Office memorandum dated July 19, 2002, the proposed contractor has registered on WebVen.

County Counsel has approved the contract as to form.

CONTRACTING PROCESS:

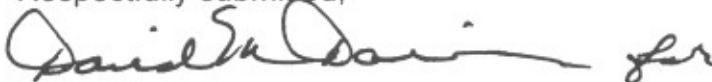
The proposed sole source contract award is recommended on a sole source basis consistent with County policies. The InsideOUT Writers, Inc. has provided the contracted services prior to the award of a formal contract. The County has developed a unique relationship with the agency which has resulted in enhanced services for juveniles that have been found to be unfit for juvenile court. Due to the unique nature of the service delivery and the target population, the InsideOUT Writers were specifically identified in the JJCPA plan that was approved by JJCC, CSA, and your Board earlier this year.

The InsideOUT Writers initiated the program in May 1999 at Central Juvenile Hall, and expanded the contract to all three juvenile halls under the JJCPA program. As stated in the Plan, this agency has the resources available to provide the required services and comply with the Plan's reporting mandates.

IMPACT ON CURRENT SERVICES (OR PROJECTS):

This contract will allow services under the existing program to continue.

Respectfully submitted,



Robert B. Taylor
Chief Probation Officer

Attachments

c: Chief Administrative Officer
County Counsel